

PROFESSIONAL LICENSURE DIVISION[645]

Adopted and Filed

Pursuant to the authority of Iowa Code section 147.53, the Professional Licensure Division hereby amends Chapter 4, “Board Administrative Processes,” Iowa Administrative Code.

The amendment revises the audit rule in Chapter 4. The current audit rule process is cumbersome and confusing to licensees. The changes streamline the current audit process while providing reasonable time frames for completion of continuing education.

Notice of Intended Action was published in the Iowa Administrative Bulletin on June 2, 2010, as **ARC 8784B**. A public hearing was held on June 22, 2010, from 9:30 to 10 a.m. in the Fifth Floor Board Conference Room, Lucas State Office Building, Des Moines, Iowa. Public comments were received regarding the requirement that physician assistant licensees have a certificate of course completion for physician assistants category II continuing education, which is not required by the physician assistant rules. Since the Board of Physician Assistants does not require receipt of a certificate of completion for category II continuing education, such certificate is not required during an audit. This is consistent with other boards for which a board’s rules are used to determine what is required during the audit process in cases where there may be minor differences. The Board of Physician Assistants approved the noticed rule following discussion of the comments.

The amendment was adopted by the 19 professional boards during the months of July through September 2010. This amendment is identical to that published under Notice.

This amendment will become effective December 8, 2010.

This amendment is intended to implement Iowa Code chapters 147, 148A, 148B, 148C, 149, 151, 152A, 152B, 152C, 152D, 155, 157, 156, 154A, 154, 154B, 154C, 154D, 154E, 154F, 158, and 272C.

The following amendment is adopted.

Rescind rule 645—4.11(272C) and adopt the following new rule in lieu thereof:

645—4.11(272C) Audit of continuing education. The board may select licensees for audit following license renewal.

4.11(1) Licensees shall provide information to the board for auditing purposes as follows:

a. The licensee shall provide an individual certificate of completion issued to the licensee or evidence of successful completion of the course from the course sponsor. These documents must contain the course date, title, contact hours, sponsor and licensee’s name.

b. Information identified in paragraph 4.11(1) “*a*” must be submitted within 30 days after the date on the letter of notification of the audit. Extension of time may be granted on an individual basis.

4.11(2) For auditing purposes, all licensees must retain the information identified in paragraph 4.11(1) “*a*” for two years after the biennium has ended.

4.11(3) If the submitted materials are incomplete or unsatisfactory, the licensee may be given the opportunity to submit make-up credit to cover the deficit found through the audit. The deadline for receipt of the documentation for this make-up credit is 90 days from the date of mailing of the notice of deficit to the address of record at the board office. The license shall be re-audited following the next renewal period when make-up credit has been accepted.

4.11(4) Failure to notify the board of a current mailing address will not absolve the licensee from meeting the audit requirement.

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EDITOR’S NOTE: For replacement pages for IAC, see IAC Supplement 11/3/10.